

JOB ANNOUNCEMENT

STAFF ATTORNEY OR NON-ATTORNEY POLICY ANALYST

The Mississippi Center for Justice (“MCJ”) seeks an attorney with litigation and/or public policy experience, or a non-attorney with significant public policy experience, to work with the George Riley Impact Litigation Initiative in promoting its litigation and public policy advocacy.

MCJ is a nonprofit, public interest law firm committed to advancing racial, social, and economic justice statewide. Our lawyers work with community leaders to support their social justice campaigns and to channel the energies of the legal community to combat discrimination and poverty. With offices in Jackson, Biloxi, and Indianola, we seek systemic solutions that support a fair and just criminal justice system for juveniles and adults, protect the rights of consumers, secure access to healthcare, protect voting rights for all, and make fair and affordable housing available for all Mississippians.

Position Summary

MCJ’s Impact Litigation Initiative (“Impact Campaign”) pursues litigation, public policy advocacy, and targeted programs to address racial and economic injustice in a variety of areas. Since its founding in 2017, the Impact Litigation unit has initiated a range of cases and campaigns to enforce civil and constitutional rights, protect voting and electoral rights, uphold workers’ rights, and advance criminal justice reform.

The Impact Campaign is currently composed of two lawyers. This additional position could be filled by a lawyer (Staff Attorney) or it could be filled by a non-lawyer (Policy Analyst) with experience and aptitude in investigation, communications, analysis, and policy advocacy. For either role, the employee will report to the Director of the Impact Litigation.

Job Responsibilities

This is a full-time, in-person position, based in Jackson, Mississippi. The employee must be able to work outside of normal work hours and off-site when needed. Automobile travel (in a personal vehicle with a current driver’s license) is required but will be reimbursed at a standard mileage rate.

The specific job responsibilities for the position will depend to some extent on the experience of the person who is hired. They may include the following:

- **Litigation**
 - Responsible for investigation, litigation support, and monitoring (settlements)
 - If the person is an attorney, they will also be responsible for litigation

- **Policy and Legal Research, Writing, Analysis, and Advocacy**
 - Support programmatic work
 - Develop and maintain relationships with partners to further coalition work
 - Provide research, writing, analysis, and advocacy with respect to legislation, litigation, and policy issues relating to Impact Campaign priorities
 - Monitor, research, and independently update Impact Campaign re: developments in fields relating to Impact Campaign priorities
 - Independently track and analyze legislation throughout the lawmaking process

- **Data Analysis and Management**
 - Develop and maintain existing databases
 - Independently locate, gather, and analyze quantitative and/or qualitative information for investigations

Qualifications

While the following experience is relevant, MCJ is open to applicants whose education and experience qualify them for this position even if they do not possess each of these individual qualifications:

- Commitment to social and racial justice
- Demonstrated excellence in research, writing, and analytical skills, preferably in assessing the meaning and impact of legal, legislative, and policy documents
- Demonstrated ability to independently locate, gather, and analyze data or information
- Ability to use Microsoft Office suite applications at a very high level of competence
- Excellent communication skills

Salary/Benefits

Salary is competitive and dependent on experience. The Mississippi Center for Justice offers a generous package that includes medical, life and dental insurance, generous leave, participation in a retirement savings program, and other benefits.

To Apply: Please send a brief letter of interest, a resume with three (3) professional references, including two (2) from former employers, to:

Paloma Wu, Deputy Director of Impact Litigation
pwu@mscenterforjustice.org

Please, no telephone inquiries
The position will remain open until filled.

The Mississippi Center for Justice is an Equal Opportunity Employer. We value a work place that is diverse in race, gender, economic status, age, geographic origin, sexual orientation, and other differences that enrich our organizational culture.